

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES June 25, 2014**

**1. CALL TO ORDER & ATTENDANCE**

At 9:00 a.m., Commissioner Pope declared the meeting of the Polk County Board of Commissioners to be in session. Commissioner Wheeler and Commissioner Ainsworth were present, A CD of the proceedings is on file in the Board of Commissioners' Office.

Staff present:           Greg Hansen, Administrative Officer  
                              Morgan Smith, County Counsel

**2. ANNOUNCEMENTS**

Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. The Tuesday meeting is held in the Board of Commissioners' Office Conference Room, 850 Main Street, Dallas, Oregon. The Wednesday meeting is held in the Courthouse Conference Room, 850 Main Street, Dallas, Oregon. Each meeting begins at 9:00 a.m. and is conducted according to a prepared agenda that lists the principal subjects anticipated to be considered. Pursuant to ORS 192.640, the Board may consider and take action on subjects that are not listed on the agenda.

Department Head/staff meetings with the Board of Commissioners are held on Monday, Thursday, and Friday. The meetings are held in the Board of Commissioners' Office Conference Room and are conducted between 9:00 a.m. and 5:00 p.m. The principal subjects anticipated to be considered are on-going, upcoming, and new matters bearing on County operations. Pursuant to ORS 192.640, the Board of Commissioners may consider and take action on subjects not listed within this announcement.

The Board of Directors for the Polk Extension Service District will conduct a public hearing regarding the adoption of the Fiscal Year 2014-2015 Budget, Wednesday, June 25, 2014 at 1:30 p.m. in the OSU Extension Service Office, Suite 301, 289 E Ellendale Ave, Dallas, OR 97338.

The Board of Commissioners will be the guest speakers at the West Salem Business Association luncheon on Thursday, June 26, 2014 beginning at 11:45 a.m. at Roth's West Salem.

The Board of Commissioners will attend a public information meeting regarding Doaks Ferry Road on Wednesday, July 9, 2014 beginning at 6:30 p.m. at the Chemeketa-Eola Viticulture Center.

**3. PUBLIC COMMENTS**

**4. APPROVAL OF AGENDA**

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER  
                              SECONDED, TO APPROVE THE AGENDA.**

**MOTION PASSED UNANIMOUSLY.**

**5. APPROVAL OF CONSENT CALENDAR**

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER  
                              SECONDED, TO APPROVE THE CONSENT CALENDAR.**

**MOTION PASSED UNANIMOUSLY.**

**6. APPROVAL OF MINUTES OF JUNE 18, 2014**

The Board tabled the approval of the minutes of June 18, 2014 until the following week.

**7. GENERAL LIABILITY/PROPERTY INSURANCE - FISCAL YEAR 2014-2015**

Greg Hansen, Administrative Officer explained that the County's general liability and property insurance policy ends on June 30, 2014. Staff recommends purchasing General Liability in the amount of \$227,727; Automobile Liability in the amount of \$25,413; Auto Physical Damage in the amount of \$12,729; Property/Boiler in the amount of \$64,858; Crime Coverage in the amount of \$1,608; and utilize the multi-line credit of \$17,210.

Ken Woods with Craven/Woods Insurance gave a brief background of the County insurance and explained the proposed insurance coverage. CCIS had large claims the last year, and have determined the rates were too low, so rates across the company have been raised. Ken informed the Board that the County had moderate claims this year.

**MOTION: COMMISSIONER WHEELER MOVED, COMMISSIONER AINSWORTH SECONDED, TO APPROVE THE STAFF RECOMMENDATIONS FOR THE PURCHASE OF GENERAL LIABILITY AND PROPERTY INSURANCE AS PRESENTED.**

**MOTION PASSED UNANIMOUSLY.**

**8. WORKERS COMPENSATION INSURANCE - CARRIER SELECTION**

Greg Hansen explained that the County's Workers Compensation Insurance ends on June 30, 2014. Staff recommends continuing to purchase Workers Compensation Insurance through CIS in a 130% Retro Plan for fiscal year 2014-2015, which bases the premium on experience modifications.

Ken Woods gave a brief overview of the County's Workers Compensation claims, and explained the retro vs. standard policy and how experience modifications are calculated. For the upcoming year, the County's experience modification is .63, which is the lowest that Ken Woods have ever seen for a public entity.

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER SECONDED, TO APPROVE THE STAFF RECOMMENDATIONS FOR THE PURCHASE OF WORKERS COMPENSATION INSURANCE THROUGH CCIS AS PRESENTED.**

**MOTION PASSED UNANIMOUSLY.**

**9. PUBLIC HEARING – ADOPTION OF THE 2014-2015 BUDGET – RESOLUTION #14-06**

Greg Hansen, Administrative Officer, presented the budget for fiscal year 2014-2015 in the amount totaling \$48,958,100. Mr. Hansen reported the amount listed in the Resolution 14-06 (\$48,658,100) does not include the \$300,000 Unappropriated Ending Fund Balance because it is not considered an appropriation under budget law. The Budget Committee hearings occurred March 30 - April 3,, and at that time a tentative budget was approved. The Committee met again on May 14 and formally approved the budget and set the general property tax rate, and levy for paying off the road bond.

Since then, there have been modifications made to the budget, including:

In the General fund, there was a \$200,000 net reduction in the Sheriff-Patrol budget due to the loss

of anticipated revenue from an agreement with Columbia County for the rental of jail beds.

There was an increase of \$100,000 in Public Works in beginning fund balance, which resulted in an increase in Road Maintenance.

Health Services has an increase of \$133,000 due to a revenue increases in DHS funding, which also increased FTE by 2.0.

Other funds had miscellaneous modifications.

The total budget for Polk County is an approximate 3.7% increase over last year's adopted budget.

At 9:31 Chair Pope opened the meeting to Public Testimony. Hearing no testimony, Chair Pope closed the public hearing.

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER SECONDED TO ADOPT RESOLUTION #14-06.**

**MOTION PASSED UNANIMOUSLY**

At 9:32 a.m., County Counsel announced that the meeting was recessed to Executive Session to deliberate with persons designated to carry on labor negotiations pursuant to ORS 192.660(2)(d). Although the public is excluded, no vote may be taken in executive session. Written minutes from the meeting are on file in the Board's office, but are confidential under ORS 192.660.

Commissioner Pope called the meeting back into regular session.

**BY CONSENSUS, THE BOARD DIRECTED STAFF TO PROCEED AS DISCUSSED.**

Commissioner Pope adjourned the meeting at 09:45.

The following items were approved by Motion under **5. APPROVAL OF CONSENT CALENDAR:**

**a) BEHAVIORAL HEALTH - CONTRACT NO. 14-80**

Approved Contract No. 14-80 (amendment 6 to contract 13-99) with Oregon Health Authority for biennium 2013-2015 funding.

**b) BEHAVIORAL HEALTH - CONTRACT NO. 14-81**

Approved Contract No. 14-81 (amendment 10 to contract 13-100) with Oregon Health Authority for biennium 2013-2015 funding.

**c) BOARD OF COMMISSIONERS - CONTRACT NO. 14-82**

Approved Contract No. 14-82 with Burrows Consulting Inc. for building inspection services.

**d) BEHAVIORAL HEALTH - CONTRACT NO. 14-83**

Approved Contract No. 14-83 with Tyler Grissom for on-call behavioral health services.

**e) BEHAVIORAL HEALTH - CONTRACT NO. 14-84**

Approved Contract No. 14-84 with Alfredo Soto, MD for behavioral health services.

**f) BEHAVIORAL HEALTH - CONTRACT NO. 14-85**

Approved Contract No. 14-85 with Lori Linton-Nelson for behavioral health services.

**POLK COUNTY BOARD OF COMMISSIONERS**

---

Craig Pope, Chair

---

Jennifer Wheeler, Commissioner

---

Mike Ainsworth, Commissioner

Minutes: Heather Alvarez  
Approved: July 2, 2014